

**A REGULAR MEETING
OF THE TOWN OF LADYSMITH
COUNCIL AGENDA
5:30 P.M.**

**Tuesday, May 6, 2025
Ladysmith Seniors Centre
630 2nd Avenue**

Pages

1. CALL TO ORDER

Call to Order 5:30 p.m. in Open Session, in order to retire immediately into Closed Session.

Members of the public are welcome to attend all Open Meetings of Council, but may not attend Closed Meetings.

2. CLOSED SESSION

Recommendation

That, in accordance with section 90 of the *Community Charter*, Council retire into closed session in order to consider items related to the following:

- (1)(c) labour relations or other employee relations;
- (1)(g) litigation or potential litigation affecting the municipality;
- (1)(i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- (1)(k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public.
- (2)(b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party;
- (2)(d) a matter that, under another enactment, is such that the public must be excluded from the meeting.

3. OPEN MEETING AND ACKNOWLEDGEMENT (7:00 P.M.)

The Town of Ladysmith acknowledges with gratitude that this meeting takes place on the unceded territory of the Stz'uminus First Nation.

Members of the public may attend meetings in person at the Ladysmith Seniors Centre or view the livestream on YouTube:

<https://www.youtube.com/channel/UCH3qHAExLiW8YrSuJk5R3uA/featured>.

4. AGENDA APPROVAL

Recommendation

That Council approve the agenda for this Regular Meeting of Council for May 6, 2025.

5. RISE AND REPORT- Items from Closed Session

6. MINUTES

6.1 Minutes of the Public Hearing and Regular Meeting of Council held April 15, 2025

7

Recommendation

That Council approve the minutes of the Public Hearing and Regular Meeting of Council held April 15, 2025.

7. PROCLAMATIONS

7.1 National Public Works Week - May 18 to 24, 2025

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Mayor Beeston has proclaimed May 18 to 24, 2025 as "National Public Works Week" in the Town of Ladysmith.

7.2 Island Good Days - May 30 to June 6, 2025

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Mayor Beeston has proclaimed May 30 to June 6, 2025 as "Island Good Days" in the Town of Ladysmith.

8. COMMITTEE MINUTES

8.1 Parks, Recreation & Culture Advisory Committee - April 16, 2025

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Recommendation

That Council receive the minutes of the Parks, Recreation & Culture Advisory Committee meeting held April 16, 2025.

9. REPORTS

9.1 Waive Purchasing Policy for Surplus Vehicle Rescue Equipment 18

Recommendation

That Council waive Purchasing Policy 5-1790-D and permit the donation of surplus Fire Rescue vehicle tools and equipment to the Tobiano Fire Department.

10. BYLAWS

10.1 Bylaws for Adoption

10.1.1 “Property Tax Rates Bylaw 2025, No. 2209” 20

Recommendation

That Council adopt “Property Tax Rates Bylaw 2025, No. 2209”.

10.1.2 “Sewer Parcel Tax Bylaw 2025, No. 2210” 24

Recommendation

That Council adopt “Sewer Parcel Tax Bylaw 2025, No. 2210”.

10.1.3 “Water Parcel Tax Bylaw 2025, No. 2211” 26

Recommendation

That Council adopt “Water Parcel Tax Bylaw 2025, No. 2211”.

10.2 Bylaw Status Sheet 28

11. NEW BUSINESS

11.1 Online Survey Regarding the Large Item Disposal Program - Councillor Gourlay

Recommendation

That Council direct staff to solicit feedback using the Town's online public engagement platform regarding the annual large item disposal program.

12. UNFINISHED BUSINESS

12.1 Notice of Motion 1130 Rocky Creek Road - Councillor Paterson

On April 28, 2025, Councillor Paterson provided the Corporate Officer with a written Notice of Motion to recommend that Council:

1. Direct staff to cease work on the report under resolution CS2025-051;
2. Endorse, in principle, amending Covenant CB215820 to remove the requirement to construct a roundabout.
3. Require that, as a condition of approval of amending Covenant CB215820 the following conditions to be secured through a covenant:
 - a. a prohibition on access from Ludlow Road and limited egress to Ludlow Road to a single, right out only egress, until the roundabout is constructed;
 - b. a requirement to construct a temporary median in Ludlow Road prior to issuance of an Occupancy Permit;
 - c. a requirement for cash in lieu of frontage improvements along Ludlow Road and Rocky Creek Road at time of building permit issuance;
 - d. a requirement to install a temporary gravel pathway along the frontage of the property as shown in development permit 3060-24-20 at time of building permit issuance;
 - e. a requirement to install no left turn signs in the Ludlow Road right of way to prevent left hand turns exiting 1010 Ludlow Road;
 - f. a requirement to install no U-Turn signs at the Ludlow Road/Rocky Creek Road Intersection; and
 - g. a requirement for the developer to contribute \$200,000 towards the development of the roundabout at time of building permit issuance.
4. Hold another public hearing and obtain approval from the Ministry of Transportation and Transit prior to making a final decision on the matter."

Recommendation

That Council:

1. Direct staff to cease work on the report under resolution

CS2025-051;

2. Endorse, in principle, amending Covenant CB215820 to remove the requirement to construct a roundabout.
3. Require that, as a condition of approval of amending Covenant CB215820 the following conditions to be secured through a covenant:
 - a. a prohibition on access from Ludlow Road and limited egress to Ludlow Road to a single, right out only egress, until the roundabout is constructed;
 - b. a requirement to construct a temporary median in Ludlow Road prior to issuance of an Occupancy Permit;
 - c. a requirement for cash in lieu of frontage improvements along Ludlow Road and Rocky Creek Road at time of building permit issuance;
 - d. a requirement to install a temporary gravel pathway along the frontage of the property as shown in development permit 3060-24-20 at time of building permit issuance;
 - e. a requirement to install no left turn signs in the Ludlow Road right of way to prevent left hand turns exiting 1010 Ludlow Road;
 - f. a requirement to install no U-Turn signs at the Ludlow Road/Rocky Creek Road Intersection; and
 - g. a requirement for the developer to contribute \$200,000 towards the development of the roundabout at time of building permit issuance.
4. Hold another public hearing and obtain approval from the Ministry of Transportation and Transit prior to making a final decision on the matter.

13. QUESTION PERIOD

- A maximum of 15 minutes is allotted for questions.
- Persons wishing to address Council during "Question Period" must be Town of Ladysmith residents, non-resident property owners, or operators of a business.
- Individuals must state their name and address for identification purposes.
- Questions put forth must be related to items on the agenda.

- Questions must be brief and to the point.
- Questions shall be addressed through the Chair and answers given likewise. Debates with or by individual Council members or staff members are not allowed.
- No commitments shall be made by the Chair in replying to a question. Matters which may require action of the Council shall be referred to a future meeting of the Council.

14. ADJOURNMENT



MINUTES OF A PUBLIC HEARING AND REGULAR MEETING OF COUNCIL

Tuesday, April 15, 2025

6:00 P.M.

Ladysmith Seniors Centre
630 2nd Avenue

Council Members Present:

Mayor Deena Beeston
Councillor Ray Gourlay
Councillor Amanda Jacobson

Councillor Tricia McKay
Councillor Duck Paterson

Council Members Absent:

Councillor Marsh Stevens

Councillor Jeff Virtanen

Staff Present:

Allison McCarrick
Erin Anderson
Chris Barfoot

Jake Belobaba
Sue Bouma
Hayley Young

1. OPEN MEETING AND ACKNOWLEDGEMENT

Mayor Beeston called this Public Hearing and Regular Meeting of Council to order at 6:00 p.m., recognizing with gratitude that it was taking place on the unceded territory of the Stz'uminus First Nation.

2. AGENDA APPROVAL

CS 2025-095

That Council approve the agenda for this Public Hearing and Regular Meeting of Council for April 15, 2025, as amended to include public submissions received after publication of the agenda for the following item:

- Item 3. Public Hearing - "Official Community Plan Bylaw 2022, No. 2200, Amendment Bylaw 2025, No. 2205".

Motion Carried

3. PUBLIC HEARING

“Official Community Plan Bylaw 2022, No. 2200, Amendment Bylaw 2025, No. 2205”

Members of the Public present: 2

3.1 Outline of Public Hearing Process - Mayor Beeston

Mayor Beeston outlined the Public Hearing process and stated that the public would have the opportunity to provide their comments to Council about Bylaw No. 2205.

She advised that staff would introduce the proposed bylaw amendments, followed by public submissions. She reminded the public that the content of submissions would be made public and form a part of the public record for the Hearing, and that the function of Council at a Public Hearing is to listen rather than to debate the merits of the proposed bylaws, although they may ask clarifying questions. She advised that once everyone had an opportunity to be heard, the Public Hearing would be closed and no further submissions or comments could be accepted by members of Council.

3.2 Introduction of Bylaw and Statutory Requirements - Director of Development Services

Jake Belobaba, Director of Development Services, introduced "Official Community Plan Bylaw 2022, No. 2200, Amendment Bylaw 2025, No. 2205" as the subject of this Public Hearing.

Mr. Belobaba confirmed that the purpose of Bylaw No. 2205 is to amend the OCP by adding a policy for considering applications to rezone residential properties to allow Short-Term Rentals, and to include guidelines for considering Temporary Use Permits to allow Short-Term Rentals where not permitted under zoning.

Mr. Belobaba confirmed the Public Hearing notification and engagement process. Notice of this Public Hearing was printed in the Ladysmith Chronicle on Thursday, April 10, 2025 and posted on the Town's website and community notice boards. A copy of the notice, the proposed bylaw, and background information were made available at the front counter of City Hall and Development Services and were available on the Town's website for the notice period. Staff in the Development Services office were available to respond to questions prior to the Public Hearing.

3.3 Submissions

Mr. Belobaba advised that the Town had received two written submissions relating to the proposed bylaw. These submissions were distributed to Council as a late agenda item, posted on the Town's website, and were available at the meeting.

3.4 Call for Submissions to Council (Three Times) - Mayor Beeston

Mayor Beeston called for submissions from the public.

Mayor Beeston called for submissions a second time.

Mayor Beeston called for submissions a third time and final time.

Mayor Beeston asked the Corporate Officer, S. Bouma, if any submissions had been received during the Hearing. The Corporate Officer advised that a follow-up submission had been received and read it into the Corporate Record. The submission from C. Mathers expressed concerns regarding potential duplication or replacement of Policy 3.14 in the Official Community Plan (OCP Bylaw 2022, No. 2200) and encouraged Council and staff to address this policy overlap to ensure coherence and accurate integration into the existing framework.

3.5 Declaration that the Public Hearing for Bylaw No. 2205 is Closed - Mayor Beeston

Hearing no comments and receiving no further submissions, Mayor Beeston declared the Public Hearing for Bylaw No. 2205 closed at 6:06 p.m. and stated that no further submissions or comments from the public or interested persons could be accepted by members of Council.

4. BYLAWS - OFFICIAL COMMUNITY PLAN AND ZONING (SUBJECT OF THE PUBLIC HEARING)

4.1 "Official Community Plan Bylaw 2022, No. 2200, Amendment Bylaw 2025, No. 2205"

CS 2025-096

That Council give third reading and adopt "Official Community Plan Bylaw 2022, No. 2200, Amendment Bylaw 2025, No. 2205."

Motion Carried

5. MINUTES

**5.1 Minutes of the Regular Meeting of Council held April 1, 2025
CS 2025-097**

That Council approve the minutes of the Regular Meeting of Council held April 1, 2025.

Motion Carried

6. DELEGATIONS

CS 2025-098

By unanimous consent Council agreed to move Item 6. Delegations, to a point further in the agenda because the meeting had progressed ahead of schedule and the representative was not yet in attendance.

Motion Carried

7. PROCLAMATIONS

7.1 Safety and Health Week - May 5-10, 2025

Mayor Beeston proclaimed May 5-10, 2025 as "Safety and Health Week" in the Town of Ladysmith.

8. REPORTS

8.1 Arts and Heritage Hub Building Lease Rates

CS 2025-099

That Council consider separately each recommendation for Item 8.1, "Arts and Heritage Hub Building Lease Rates".

Motion Carried

OPPOSED: Councillor Paterson.

CS 2025-100

That Council approve the lease rate, per square foot, for the leasable space within the Machine Shop building, the Loci Shop and the Car Shop, as presented in the April 15, 2025 staff report by the Director of Parks, Recreation & Culture.

Motion Carried

CS 2025-101

That Council direct the Director of Parks, Recreation & Culture to present the determined lease rates and structure to the previous user groups of the Machine Shop and the current occupants of the Loci and Car Shops to gauge interest in formalizing lease arrangements.

Motion Carried

OPPOSED: Councillor Jacobson.

6. DELEGATIONS

6.1 MNP, Auditors for the Town

Cory Vanderhorst, MNP, provided Council with an overview of the 2024 Audit Findings. He stated that this is an unqualified or clean audit and thanked Town staff for their cooperation during the audit. Mr. Vanderhorst and the Director of Finance responded to questions from Council.

CS 2025-102

That Council accept the 2024 Audit Findings report and the draft 2024 Financial Statements as presented by MNP, auditors for the Town of Ladysmith.

Motion Carried

8. REPORTS - CONTINUED

8.2 Purchase of Folding Machine

CS 2025-103

That Council approve the purchase of a Folder Inserter machine for up to \$20,000 with the funds to come from appropriated equity and amend the 2025-2029 Financial Plan accordingly.

Motion Carried

8.3 UBCM - Next Generation 911 Grant

CS 2025-104

That Council:

1. Support the Town's application to the UBCM Local Government Program Services Next Generation 911 (NG911) grant for the purchase and installation of NG911-compatible Mobile Computer Aided Dispatch (CAD) agents (mobile data terminals) in Fire Department vehicles;
2. Confirm its willingness to provide overall grant management subject to receipt of grant funding; and

3. If the grant funding is successful, amend the 2025-2029 Financial Plan accordingly.

Motion Carried

9. BYLAWS

9.1 Bylaws for Introduction

9.1.1 2025 Property Tax Bylaws

CS 2025-105

That Council give first, second and third readings to:

- “Property Tax Rates Bylaw 2025, No. 2209”;
- “Sewer Parcel Tax Bylaw 2025, No. 2210”; and
- “Water Parcel Tax Bylaw 2025, No. 2211”.

Motion Carried

9.2 Bylaws for Adoption

9.2.1 “Dog Licencing, Control and Pound Bylaw 1995, No. 1155, Amendment Bylaw 2025, No. 2207”

CS 2025-106

That Council adopt “Dog Licencing, Control and Pound Bylaw 1995, No. 1155, Amendment Bylaw 2025, No. 2207”.

Motion Carried

9.3 Bylaw Status Sheet

10. UNFINISHED BUSINESS

10.1 Motion to Rescind Resolution CS 2025-089

Councillor Gourlay addressed Council regarding his notice of motion to rescind the resolution passed at the April 1, 2025, Regular Council Meeting (CS 2025-089).

He emphasized that the definition of community groups within the resolution needs to be clarified and noted that the public have various channels to provide feedback to Council. He stressed the importance of distinguishing between the governance role of Council and operational matters, expressing concern that the current wording of the resolution could create unnecessary challenges in service delivery.

CS 2025-107

That Council rescind resolution CS 2025-089, "That Council direct staff to consult with the Mayor and/or Council if an operational decision will adversely affect a community group or partner."

Motion Carried

OPPOSED: Councillor Paterson.

11. QUESTION PERIOD

A member of the public requested clarification on the financial statements in the audit report, specifically regarding short-term deposits and property tax assessed values. Additionally, they inquired about the available options for financial support for community groups leasing the Arts and Heritage Hub buildings.

12. ADJOURNMENT

CS 2025-108

That this Public Hearing and Regular Meeting of Council be adjourned at 7:09 p.m.

Motion Carried

CERTIFIED CORRECT

Mayor (D. Beeston)

Corporate Officer (S. Bouma)



TOWN OF LADYSMITH

PROCLAMATION

National Public Works Week

- WHEREAS:** *Public works professionals focus on infrastructure, facilities and services that are of vital importance to sustainable and resilient communities and to the public health, high quality of life and well-being of the people of Ladysmith; and*
- WHEREAS:** *These infrastructure, facilities and services could not be provided without the dedicated efforts of public works professionals, who are engineers, managers, and employees at all levels of government and the private sector, who are responsible for rebuilding, improving, and protecting our water supply, water treatment and solid waste systems, public buildings, and other structures and facilities essential for our citizens; and*
- WHEREAS:** *It is in the public interest for the citizens, civic leaders and children in Ladysmith to gain knowledge of and to maintain an ongoing interest and understanding of the importance of public works and public works programs.*
- THEREFORE:** *I, Deena Beeston, Mayor of the Town of Ladysmith, do hereby proclaim the week of May 18th to May 24th, 2025 as “National Public Works Week” in the Town of Ladysmith, British Columbia.*

Mayor D. Beeston

May 6, 2025



TOWN OF LADYSMITH

PROCLAMATION

Island Good Days

- WHEREAS:** *The Vancouver Island Economic Alliance (VIEA) created the Island Good brand in 2018 to support local producers, growers, and manufacturers by making it easier for shoppers to identify and purchase locally made products; and*
- WHEREAS:** *The Island Good brand has strengthened the sustainability, self-reliance, and resiliency of the Vancouver Island and rural Islands regional economy; and*
- WHEREAS:** *Island Good is proudly celebrating its 7th anniversary in 2025, with over 140 Island Good licensed businesses across the region, including four within the Town of Ladysmith; and*
- WHEREAS:** *Island Good fosters community pride, supports local jobs, and inspires consumers to choose local first; and*
- WHEREAS:** *This is an opportunity to recognize and celebrate the contributions of Island Good producers and manufacturers to our local economy and community.*
- THEREFORE:** *I, Deena Beeston, Mayor of the Town of Ladysmith, do hereby proclaim that May 30- June 6, 2025, inclusive, shall be known as "Island Good Days" in the Town of Ladysmith, British Columbia.*

Mayor D. Beeston

May 6, 2025

Minutes of the Parks, Recreation & Culture Advisory Committee
Wednesday, April 16, 2025 at 7:00pm
Frank Jameson Community Centre

COMMITTEE MEMBERS PRESENT:

Colleen Butcher
Gordon Filewych
Jacqueline Huard
Mitchel Lowe
Bruce Mason

Kim Nakahara, Chair
Jane Nettleton
Councillor Duck Paterson
Terri Merritt-Worden

STAFF PRESENT:

Chris Barfoot, Lead
Kim Cheang, Minute Taker

REGRETS:

Councillor Jeff Virtanen
Pamela Walker

**CALL TO ORDER AND
ACKNOWLEDGEMENT**

The Chair called the meeting to order at 7:05pm and acknowledged with gratitude that the meeting was taking place on the unceded territory of the Stz'uminus First Nation.

AGENDA

2025-04:

The Chair noted a proposed amendment to the agenda to include Sport Tourism Event Grant Sub-Committee (STEGS) under new business. That the Parks, Recreation & Culture Advisory Committee approved the agenda for the meeting as amended.

Motion Carried.

MINUTES

2025-05:

That the Parks, Recreation & Culture Advisory Committee approve the minutes of the February 19, 2025 meeting as presented.

Motion Carried

NEW BUSINESS

Sport Tourism Event Grant Sub-Committee (STEGS) Update

K. Nakahara provided an update on the Sport Tourism Event Grant Sub-Committee program. While eleven applicants were reviewed, none were from Ladysmith. The Committee discussed the importance of encouraging local sports groups to apply in future rounds.

Ladysmith Skatepark Feasibility Report

The Committee reviewed a copy of the Ladysmith Skatepark Feasibility Report and C. Barfoot provided an overview.

OLD BUSINESS

Rutti Park Plan

- The Committee reviewed the three proposed schematic concept park plans and suggested minor edits. The in-person public engagement session held on May 21 replaced the regular scheduled committee meeting.

NEXT MEETING

7:00pm on Wednesday, June 18, 2025 at FJCC.

ADJOURNMENT

2025-06:

That the Parks, Recreation & Culture Advisory Committee adjourn this meeting at 7:56pm.

Motion Carried

STAFF REPORT TO COUNCIL

Report Prepared By: Chris Geiger, Manager of Protective Services
Reviewed By: Allison McCarrick, CAO
Meeting Date: May 6, 2025
File No:
Re: **Surplus Vehicle Rescue Tools**

RECOMMENDATION:

That Council waive Purchasing Policy 5-1790-D and permit the donation of surplus Fire Rescue vehicle tools and equipment to the Tobiano Fire Department.

EXECUTIVE SUMMARY:

An old set of Holmatro hydraulic vehicle rescue tools, considered surplus, is in storage. As the purchasing policy requires surplus goods to be sold via public auction, staff request that Council waive the purchasing policy and permit the donation of this equipment to the Tobiano Fire Department.

PREVIOUS COUNCIL DIRECTION:

Resolution	MeetingDate	ResolutionDetails
CS 2013-099	2013-04-02	It was moved, seconded and carried that the purchasing policy be waived and that the 1986 Ladysmith Fire/Rescue Ford Rescue Truck be donated to Ladysmith Search and Rescue for use as a command post and rescue vehicle.

INTRODUCTION/BACKGROUND:

When the Heavy Rescue Apparatus, Rescue 1, was purchased in 2013 it was outfitted with new Holmatro Hydraulic Rescue Tools. The old hydraulic rescue tools (also Holmatro) were removed from the 1986 Rescue vehicle before it was donated to Ladysmith Search and Rescue. These tools have been in storage ever since.

The equipment is listed as follows:

- Holmatro Spreader
- Holmatro Quantum Hydraulic Pump
- Holmatro Cutters
- Nordic Hose reel w/ hose (x2)
- Holmatro 36" Ram

Tobiano Fire Department, a small fire department administered by the Thompson-Nicola Regional District (west of Kamloops) that services several kilometers of Highway 1, has expressed an interest in acquiring used rescue tools to support expanding their service capability to include vehicle rescue. Tobiano is in the process of receiving a donated rescue truck, which needs to be tooled out. The purchase of new tools would be cost prohibitive for them.

In the past, Council has waived the purchasing policy to allow for specific disposal of Fire assets, most notably, the donation of the 1986 Rescue vehicle to Ladysmith Search and Rescue.

ALTERNATIVES:

Council can choose to:

1. Not waive the purchasing policy

FINANCIAL IMPLICATIONS:

These tools were placed into service in 1986 and 1994 and are of very little remaining financial value. The Holmatro dealer suggested that they would take them as part of their recycling program and scavenge them for parts, but they could not offer any trade-in value. It is unknown what these tools might go for if listed on BC Auction.

LEGAL IMPLICATIONS:

N/A

CITIZEN/PUBLIC RELATIONS IMPLICATIONS:

N/A

INTERDEPARTMENTAL INVOLVEMENT/IMPLICATIONS:

N/A

ALIGNMENT WITH STRATEGIC PRIORITIES:

- | | |
|---|---|
| <input type="checkbox"/> Core Infrastructure | <input type="checkbox"/> Economy |
| <input type="checkbox"/> Official Community Plan Implementation | <input type="checkbox"/> Leadership |
| <input type="checkbox"/> Waterfront Area Plan | <input type="checkbox"/> Not Applicable |

I approve the report and recommendation.

Allison McCarrick, Chief Administrative Officer

TOWN OF LADYSMITH

BYLAW NO. 2209

Property tax rates for the year 2025

The Council of the Town of Ladysmith in open meeting assembled enacts as follows:

1. Definitions

In this Bylaw, the following words, terms or phrases shall have the respective meaning assigned to them:

“City Hall”	means the Town of Ladysmith City Hall located at 410 Esplanade, Ladysmith, BC with a mailing address of Box 220, Ladysmith, BC V9G1A2.
“Collector”	means the person duly appointed as such from time to time by Council, and their designate.
“Alternative Municipal Tax Collection Scheme”	means the scheme for the payment of taxes established under sections 3, 4, and 5.2 of this Bylaw.

2. Tax Rates

The following rates are hereby imposed and levied for the year 2025:

- 2.1 For lawful general purposes of the Town of Ladysmith on the value of land and improvements taxable for general municipal purposes, the tax rates shown in column ‘A’ of Schedule “A”, attached to and forming part of this Bylaw;
- 2.2 For lawful general purposes of the Town of Ladysmith on the value of land and improvements taxable for Library purposes, the tax rates shown in column ‘B’ of Schedule “A”, attached to and forming part of this Bylaw;
- 2.3 For purposes of the Cowichan Valley Regional District on the value of land and improvements taxable for Regional District purposes, the tax rates shown in column ‘C’ of Schedule “A”, attached to and forming part of this Bylaw; and
- 2.5 For purposes of the Cowichan Valley Regional Hospital District on the value of land and improvements taxable for Regional Hospital District purposes, the tax rates shown in column ‘D’ of Schedule “A”, attached to and forming part of this Bylaw.

3. Alternative Municipal Tax Collection Scheme

- 3.1 Unless section 3.3 applies, the rates and taxes imposed under this Bylaw are due and shall be paid on or before the 2nd day of July, 2025.
- 3.2 An owner may elect to pay the rates and taxes imposed under this Bylaw in accordance with the Alternative Municipal Tax Collection Scheme by providing written notice of that election to the Collector at their office at City Hall, Ladysmith, BC on or before the 13th day of June, 2025.
- 3.3 An owner may elect to pay the rates and taxes imposed under this Bylaw in accordance with the General Tax Collection scheme established in the *Community Charter*, by providing written notice of that election to the Collector at their office at City Hall, Ladysmith, BC on or before the 13th day of June, 2025.
- 3.4 If an owner does not make an election under Section 3.2 or 3.3, the Alternative Municipal Tax Collection Scheme applies to the rate and taxes payable by that owner.

4. Penalties – Alternative Municipal Tax Collection Scheme

- 4.1 Upon the 3rd day of July, 2025, or as soon thereafter as is practicable, the Collector shall add to the unpaid balance of the current year's taxes two (2) percent of the amount unpaid as of the 2nd day of July, 2025.
- 4.2 Upon the 10th day of September, 2025, or as soon thereafter as is practicable, the Collector shall add to the unpaid balance of the current year's taxes an additional eight (8) percent of the amount unpaid as of the 9th day of September, 2025.

5. Supplementary Tax Rolls

- 5.1 Upon receipt of a Supplementary Tax Roll from BC Assessment, the Collector shall levy taxes in accordance with the rates specified in Schedule "A" of the Bylaw according to the taxable values as shown on the Supplementary Tax Rolls.
- 5.2 For each Supplementary Tax Roll, where the Alternative Municipal Tax Collection Scheme applies, the Collector shall add penalties to the unpaid amounts as follows:
 - a) Where Supplementary Tax Notices are sent before the 2nd day of June, 2025, penalties shall be added as set out in Section 4 of this Bylaw;
 - b) Where Supplementary Tax Notices are sent between the 2nd day of June, 2025 and before the 11th day of August, 2025, ten (10) percent shall be added on any amount unpaid as of the 9th day of September, 2025;

- b) Where Supplementary Tax Notices are sent on or after the 11th day of August, 2025, ten (10) percent shall be added on any amount unpaid after thirty (30) days.

Citation

6. This bylaw may be cited for all purposes as "Property Tax Rates Bylaw 2025, No. 2209".

READ A FIRST TIME on the 15th day of April, 2025
READ A SECOND TIME on the 15th day of April, 2025
READ A THIRD TIME on the 15th day of April, 2025
ADOPTED on the ____ day of _____, 2025

Mayor (D. Beeston)

Corporate Officer (S. Bouma)

SCHEDULE "A"
"Tax Rates Bylaw 2025, No.2209"

Tax Rates (Dollars of Tax per \$1,000 Net Taxable Value)

PROPERTY CLASS		<u>A</u> Municipal	<u>B</u> Library	<u>C</u> Cowichan Valley Regional District	<u>D</u> Cowichan Valley Regional Hospital District
1	Residential	2.7667	0.1573	1.3741	0.3801
2	Utilities	22.9896	1.3070	4.8094	1.3304
3	Supportive Housing	2.7667	0.1573	1.3741	0.3801
4	Major Industry	71.7648	4.0802	4.6719	1.2922
5	Light Industry	9.4346	0.5364	4.6719	1.2922
6	Business/Other	9.1958	0.5229	3.3665	0.9312
7	Managed Forest	44.0418	2.5041	4.1223	1.1403
8	Rec Non Profit	2.7667	0.1573	1.3741	0.3801
9	Farm	42.6850	2.4268	1.3741	0.3801

TOWN OF LADYSMITH

BYLAW NO. 2210

Sewer parcel tax bylaw for the year 2025

The Council of the Town of Ladysmith in open meeting assembled enacts as follows:

Definitions

1. In this Bylaw, the following words or terms shall have the respective meaning assigned to them:

"Parcel" Means any lot, block or other area of land in which real property is held, or into which it is subdivided, as identified in the 2025 Revised Assessment Roll and all amendments thereto.

"Group of Parcels" Means where a building or improvement is constructed over more than one parcel of land, those parcels, if contiguous, may be dealt with by the Assessor as one parcel and be assessed accordingly.

Levy

2. A parcel tax shall be levied annually against each parcel or group of parcels of land within the Town of Ladysmith which is capable of being connected to the sewer system of the Town, or which is deemed to abut on the said sewer system.
3. The annual sewer parcel tax shall be in the amount of Three Hundred Sixty-Two Dollars (\$362.00) per parcel or group of parcels.
4. The sewer parcel tax imposed by this Bylaw on each parcel of land shall be shown by the Collector on the real property tax roll, and the payment of the parcel tax shall be made in the same manner, on or before the same dates, as other real property taxes.
5. The sewer parcel tax shall have the same rights and remedies as other real property taxes.
6. Every parcel tax assessment roll and every revision thereof shall be considered and dealt with by a Parcel Tax Roll Review Panel appointed pursuant to the provisions of the *Community Charter*.

Repeal

7. "Sewer Parcel Tax Bylaw 2024, No. 2176" is hereby repealed.

Citation

8. This bylaw may be cited as "Sewer Parcel Tax Bylaw 2025, No. 2210".

READ A FIRST TIME on the 15th day of April, 2025
READ A SECOND TIME on the 15th day of April, 2025
READ A THIRD TIME on the 15th day of April, 2025
ADOPTED on the ____ day of _____, 2025

Mayor (D. Beeston)

Corporate Officer (S. Bouma)

TOWN OF LADYSMITH

BYLAW NO. 2211

Water parcel tax bylaw for the year 2025

The Council of the Town of Ladysmith in open meeting assembled enacts as follows:

Definitions

1. In this Bylaw, the following words or terms shall have the respective meaning assigned to them:

"Parcel" means any lot, block or other area of land in which real property is held, or into which it is subdivided, as identified in the 2025 Revised Assessment Roll and all amendments thereto.

"Group of Parcels" means where a building or improvement is constructed over more than one parcel of land, those parcels, if contiguous, may be dealt with by the Assessor as one parcel and be assessed accordingly.

Levy

2. A parcel tax shall be levied annually against each parcel or group of parcels of land within the Town of Ladysmith which is capable of being connected to the water system of the Town, or which is deemed to abut on the said water system.
3. The annual water parcel tax shall be in the amount of Four Hundred and Fifty-Nine Dollars (\$459.00) per parcel or group of parcels.
4. The water parcel tax imposed by this Bylaw on each parcel of land shall be shown by the Collector on the real property tax roll, and the payment of the parcel tax shall be made in the same manner, on or before the same dates, as other real property taxes.
5. The water parcel tax shall have the same rights and remedies as other real property taxes.
6. Every parcel tax assessment roll and every revision thereof shall be considered and dealt with by a Parcel Tax Roll Review Panel appointed pursuant to the provisions of the *Community Charter*.

Repeal

7. "Water Parcel Tax Bylaw 2024, No. 2177" is hereby repealed.

Citation

8. This bylaw may be cited as "Water Parcel Tax Bylaw 2025, No. 2211".

READ A FIRST TIME on the 15th day of April, 2025
READ A SECOND TIME on the 15th day of April, 2025
READ A THIRD TIME on the 15th day of April, 2025
ADOPTED on the ____ day of _____, 2025

Mayor (D. Beeston)

Corporate Officer (S. Bouma)

BYLAW STATUS SHEET
May 6, 2025

Bylaw #	Description	Status
2131	"Town of Ladysmith Zoning Bylaw 2014, No. 1860, Amendment Bylaw (No. 54) 2022, No. 2131" (10940 Westdowne Rd.). Changes zoning from Rural Residential (RU-1) to Manufactured Home Park (MHP-1).	First and second readings, December 20, 2022. Public Hearing and third reading December 19, 2023. MOTI approval received January 15, 2024. Awaiting covenant.
2133	"Town of Ladysmith Zoning Bylaw 2014, No. 1860, Amendment Bylaw (No. 56) 2023, No. 2133". Allows convenience store at 1132-1142 Rocky Creek Rd.	First and second readings, January 10, 2023. Public Hearing required. MOTI approval required. Waiting on applicant to submit Development Permit per Council Resolution.
2161	"Official Community Plan Bylaw 2022, No. 2200, Amendment Bylaw 2023, No. 2161". To expand the mobile home park at 10940 Westdowne Road.	First and second readings, November 21, 2023. Second reading rescinded, second reading as amended, December 5, 2023. Public Hearing and third reading December 19, 2023. Awaiting covenant.
2173	"Town of Ladysmith Zoning Bylaw 2014, No. 1860, Amendment Bylaw, No. 2173". To allow storage capabilities at 10910 Westdowne Road.	First and second readings, December 17, 2024. Public Hearing and third reading January 21, 2025. Awaiting MOTI approval.
2209	"Property Tax Rates Bylaw 2025, No. 2209". To set the property tax rates for 2025 in accordance with the 2025 to 2029 Financial Plan	First, second and third readings April 15, 2025.
2210	"Sewer Parcel Tax Bylaw 2025, No. 2210". To establish a sewer parcel tax rate for property parcels in the Town of Ladysmith.	First, second and third readings April 15, 2025.
2211	"Water Parcel Tax Bylaw 2025, No. 2211". To establish a water parcel tax rate for property parcels in the Town of Ladysmith.	First, second and third readings April 15, 2025.